

Update: MTAC Task Team 11

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Task Team 11 Mission

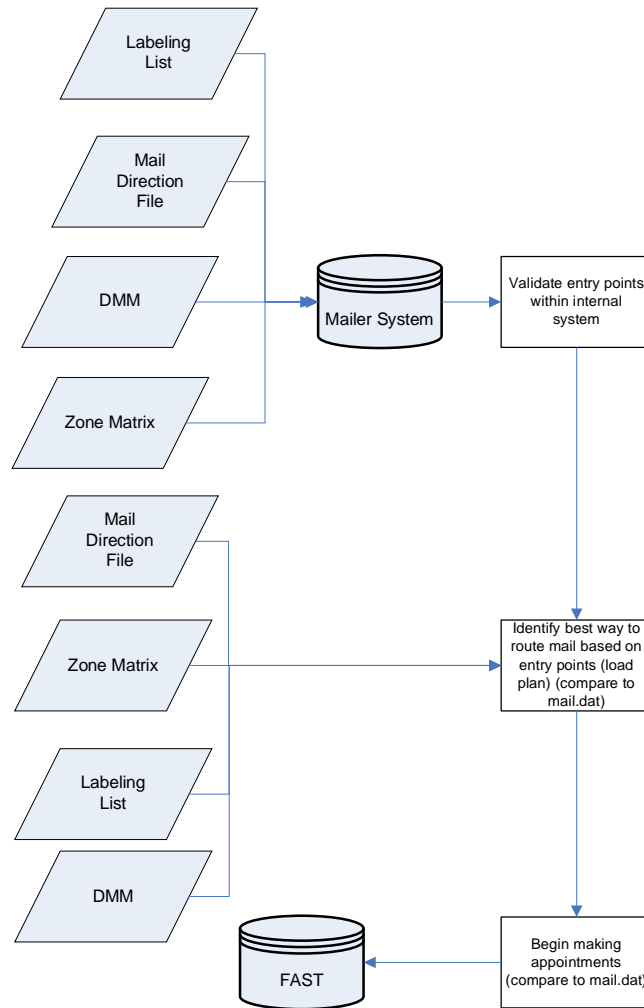
- **Title:**
 - Revising mail preparation parameter file releases and schedule to minimize costs and service impacts
- **Statement:**
 - Review, assess and align mail preparation parameter files (City/State, Labeling Lists, Mail Direction, Zone Matrix)
- **Desired Results:**
 - Recommend schedule and lead time for implementation
 - Mitigate issues of revised schedule
 - Implement technical changes based on the new schedule

Task Team 11 Participants

- **Members comprise of all parts of supply chain including:**
 - **Mail owners**
 - **Mail service providers**
 - **Printers**
 - **Consolidators**
 - **USPS (Operations, Mail Entry, Address Management)**
- **Each meeting discusses a different aspect of the supply chain**
- **Each owner of the supply chain discusses their process and how USPS data files are used**



Mail Preparer Process



Remaining Tasks

- **Complete consolidator process flow**
- **Complete USPS validation process flow**
- **Identify date of file used for each process step that USPS data is used**
- **Revise timing of mail preparation parameter files based on discussion**
- **Implement revised timing**